

Analytics

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To: County Engineers
Subject: Annual Update of Secondary Roads and Structures

The Performance and Technology Division is beginning the 2016 update of the county road and structure data for all 99 counties. We are asking you to please pay close attention to your data, as it is now the only mechanism for updating our records.

To save resources, we are now sending out only electronic packets, as opposed to printing the material and mailing it to all of the 99 counties. **If you would still prefer a hard copy, please feel free to print them or contact me via email** and a packet will be sent out.

Attached you will find the following items to aid in updating your county's information for the Annual County Engineers Report.

1. Cover Letter
2. Instructions for Secondary Roads County Engineers' Listing
3. Electronic Submittal Instructions
4. Map Markup Instructions
5. County Engineer's Form 107 Instruction Guide

A copy of your counties General Highway and Transportation (H & T) Map, as well as ,the Secondary Road County Engineers Listing and instructions available for download at:

<http://www.iowadot.gov/research/analytics/countysec.html>

Again this year, we are requesting information related to bicycle and pedestrian facilities that are adjacent to public roadways. The Federal Highway Administration requires every transportation agency to make accommodations for bicycling and walking a routine part of their planning, design, construction, operations and maintenance activities. Due to the increasing number of miles of bicycle and pedestrian facilities throughout the state, it is important to maintain an inventory of these facilities. Instructions have been included for collecting information on these facilities.

If there are no changes to your secondary data, please send me an email stating there are no changes for the 2016 updates. If there are changes, please forward **all** updates (including resolutions for vacated streets) to me by **February 15, 2017**.

If there are any questions or problems concerning the road listing, online submission process or to request a hard copy for the update, please feel free to contact me.

Thank you for your time and cooperation.

Sincerely,



Hermes Diaz
Municipal/Secondary Systems Specialist
Performance and Technology Division